

Subject: Westchester Town Center Business Improvement District quarterly newsletter

From: Rick Scott <rick.scott@lacity.org>

Date: 10/17/2012 12:15 PM

To: Donald Duckworth <duckworth.donald@gmail.com>

CC: Paul Makowski <paul.makowski@lacity.org>, Rosemary Hinkson <rosemary.hinkson@lacity.org>

Don,

Section 2.6.B (page 6) of the Westchester Town Center Business Improvement District states:

"Newsletters. Corporation shall prepare a District newsletter to be produced on a quarterly basis, at a minimum, and shall distribute this newsletter to all assessed property owners in the District. Corporation may, at Corporation's option, provide the newsletter by standard mail or electronic transmission. The newsletter will be designed to facilitate and maximize the exchange of information between Corporation, City, and the members of the District. Each issue of the newsletter shall be submitted in duplicate to the City Clerk for reference."

I discussed the District newsletters that have been submitted by the Westchester Town Center BID with my supervisor and it seems they are not meeting the requirements in the above-quoted section of the District's administration contract with the City. We could only find an advertisement by the District placed in the 'Hometown Westchester-Playa del Rey-Marina del Rey-Playa Vista News' community newspaper. There is nothing to indicate that a District newsletter "designed to facilitate and maximize the exchange of information between the Corporation, the City and the Members of the Westchester Town Center Business Improvement District" is being provided to all assessed property owners, either by standard mail or electronic transmission, in the BID.

We did note that the web address of the BID's website is listed at the bottom of the advertisement and visited the website and looked for (and subscribed to) newsletters on there but the last newsletter article seemed to be more than a year old. Please let me know if we are looking in the wrong place for the BID's newsletters, otherwise, going forward, please have the BID's quarterly newsletter follow the requirements of the contract.

Please contact me if you have questions or require additional information. Thank you.

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